



THE CITY OF SAN DIEGO

MANAGED COMPETITION INDEPENDENT REVIEW BOARD

MEETING MINUTES

**Wednesday, February 8, 2012, 1:30 p.m.
San Diego Concourse, 202 C Street, 2nd Floor
North Terrace Rooms 207-208**

Members Present:

Faye Wilson, Chair
Charles Kim
Steve Stroebel
Judith Wenker

Debra Fischle-Faulk
Mary Lewis
Andrea Tevlin

City Staff Present:

Wally Hill, Assistant Chief Operating Officer
Bill Gersten, Deputy City Attorney
Elvia Sandoval, Executive Assistant

I. CALL TO ORDER

The meeting was called to order at 1:31 p.m. by Chair Faye Wilson.

II. PUBLIC COMMENT

There was no Public Comment.

III. APPROVAL OF MEETING MINUTES

- October 13, 2011

The meeting Minutes of October 13, 2011 were unanimously approved as amended, (7-0).

**IV. DISCUSSION AND POSSIBLE ACTION REGARDING THE STREET
SWEEPING COMPETITION PROPOSALS**

The following Committee's reported on the results of their evaluations:

- **Cost Evaluation Board – Assessment of Proposals**

Charles Kim summarized the report of the Cost Evaluation Board (CEB) by stating that they closely reviewed all the bids. Questions that arose were answered by both the employee team and the outside bidders. After reviewing all the initial submissions as well as the subsequent responses, the CEB determined that the employee proposal team was the least expensive, and none of the outside bidders were able to meet the 10% savings threshold criteria. The Employee Proposal Team's bid was, therefore, the only one qualified for possible recommendation by the MCIRB.

- **Technical Evaluation Group – Assessment of Proposals**

Debra Fischle-Faulk reported that the Technical Evaluation Group (TEG) reviewed all submitted proposals. Proposers were invited to provide formal presentations to answer questions from the committee. In addition to the presentations, a tour of the existing facility site was conducted. Upon receipt of the results of the CEB's evaluation, the TEG delved into the evaluation process and determined that Employee Proposal Team's proposal met all the requirements of the RFP and was an exemplary proposal. Mention was made of the Employee Proposal Team's extraordinary commitment to street sweeping and that they were actively involved at every level of the employee proposal team. They provided the committee with helpful statistical information and answered every question. The TEG recommends to the Mayor that the Street Sweeping Managed Competition proposal be awarded to the Employee Proposal Team without any reservations.

Chair Faye Wilson commended all bidders as well as the MCIRB committees that spent considerable time and effort on the evaluation process to come to a conclusion with two clear reports. Discussion was invited and both committees recommended the Employee Proposal Team as the only bidder to meet the criteria. As there was no further discussion, the following motion was made:

Motion: To recommend to the Mayor that the Street Sweeping Managed Competition proposal be awarded to the Employee Proposal Team. (7-0)

V. MEMBER DISCUSSION OF THE CURRENT PROCESS – WHAT WORKS; WHAT NEEDS FURTHER REFINEMENT

A critique of the Board's current Managed Competition process was solicited to evaluate whether the MCIRB process needs refining. The following comments were provided:

What currently works:

- Changes made to the Screening committee to review all proposals first has helped streamline work. Should committees be involved at an earlier point in the process?
- The Screening committee's work gave Technical Evaluation Group key issues to review which was extremely helpful to the process. TEG took them up on their recommendation to request that proposers provide presentations to clarify issues of concern. The facility site tour was extremely beneficial. TEG recommends that facility site tours be done going forward, as well as the opportunity for proposers to conduct presentations.
- The Screening committee work brought to light issues that were then included in two sets of followup letters to the vendors with regard to maintenance and equipment costs which ended up making a difference, and was extremely helpful.

What currently does not work:

- There was some frustration with limitations on communication between the committees due to the proposals being evaluated separately by committee. It was noted that evaluating the proposals separately is working as they are two separate subjects (Cost & Technical). It works because the Cost Evaluation Board determines which proposals meet the cost threshold. Followed by their findings, the TEG determines whether the bid meets the technical qualification. Frequent questions raised by TEG pertaining to the cost of proposals have been handled very well using this formula. The Screening committee's

work to bring forward issues that need clarification and to request additional information has been very important to the success of the process.

- It will be years before we can evaluate how well the process is working in selecting proposers that can perform the work as they submitted.

VI. STATUS REPORT ON MANAGED COMPETITION PROJECTS

Assistant Chief Operating Officer Wally Hill briefed the Board on upcoming Managed Competition projects and the predicted timeline of the MCIRB proposal evaluation periods. The MCIRB process timeline should be approximately three (3) months, based on past evaluations.

Managed Competition Project	Proposed Issue of RFP	Proposed Start Date of MCIRB Proposal Evaluation	Proposed End Date of MCIRB Proposal Evaluation
Landfill	End of February	4/11/2012	7/20/2012
Customer Service, Public Utilities		TBD	TBD
Street/Sidewalk Maintenance		6/21/2012	9/21/2012
Capital Improvement Programs Delivery (CIP)		11/30/2012	3/4/2013
Storm Water Facilities Operations & Maintenance		9/5/2012	12/5/2012
Transportation Engineering & Operations		TBD	TBD

The Landfill competition is the next proposal that MCIRB will evaluate. Mr. Hill reminded members that both the Landfill and the Customer Service competitions both have funds available to hire a consultant. The consultant would be most useful in assisting the TEG in the evaluation of proposals. He extended an invitation for board members to sit on the consultant selection committee to procure the consultant. Steve Stroebel volunteered to be part of the selection panel.

The Customer Service - Public Utilities competition is still on hold due to the installation of a new computer system, staff coming up to speed on the system, and issues arising from the new system. There is also the need to determine if there will be any new performance levels coming from the new system. A reassessment of their progress will be completed in the next few months.

The Mayor publically announced two (2) new Managed Competitions today, they are:

- Storm Water Facilities Operations & Maintenance, and
- Transportation Engineering & Operations (TEO)

There is no timeline scheduled yet for TEO as this is the third one for the Department and the department's staff is stretched thin so they are being careful as to the start date of this competition.

A question was posed pertaining to RFPs. How the bids interface with various parts of the city, where there would be connectivity or overlap, how they manage the regulatory compliance and communicate on regulatory compliance. These are areas that were not addressed on the last RFP

and were important on this particular bid, and should be addressed on future bids. It would be also be helpful to have an overview of the Statement of Work (SOW) and RFP upfront to understand the function more globally first, to get a better understanding before the committees begin work on the MCIRB process. Mr. Hill indicated that his office can assist with this request, and the Board was amenable to his offer.

VII. DESIGNATION OF BOARD MEMBERS FOR UPCOMING COMPETITIONS

Members discussed the Committee assignments for the next competition – Landfill – and agreed to the following:

Landfill Managed Competition	Board Member Assignment	Board Member Assignment
Screening Committee	Charlie Kim	Debra Fischle-Faulk
Cost Evaluation Committee	Steve Stroebel	Vacant
Technical Evaluation Committee	Andrea Tevlin	Judith Wenker

Mary Lewis announced that she is leaving City service at the end of February creating a vacancy on the Board that will need to be filled.

Chair Wilson concluded the meeting by recommending that Mr. Hill provide both the CEB and TEG committee reports to the Mayor and notify him that MCIRB recommends the proposal be awarded to the Employee Proposal Team. The Board agreed to this process and congratulated the EPT.

VIII. ADJOURNMENT

Meeting Adjourned: 2:00 p.m.